

AR/AS

25 July 2024

Mr Jonathan Robert

Response sent by email to:
request-1145854-a28d7414@whatdotheyknow.com

Dear Mr Robert

I am writing further to your email of 11 July 2024 and your request for information under the Freedom of Information (Scotland) Act 2002.

1. The email address of the head of each subject/course, with each email address clearly linked to its respective course.

The attached spreadsheet confirms the courses we offer and the campus they are delivered at.

The names and email addresses of the head of each subject/course is considered personal information. The requested information is therefore exempt from disclosure under section 38(1)(b) of the Freedom of Information (Scotland) Act 2002, as its disclosure would contravene the Data Protection Act 2018.

Should you need further information on any of our courses you can email us at info@ayrshire.ac.uk

2. The email address of the HR manager.

The email address of the HR Manager is considered personal information. The requested information is therefore exempt from disclosure under section 38(1)(b) of the Freedom of Information (Scotland) Act 2002, as its disclosure would contravene the Data Protection Act 2018.

Should you need further information from our HR team you can email us at info@ayrshire.ac.uk

3. For institutions with multiple campuses, the specific campus at which each individual is based.

See response to question 1.

The Privacy and Electronic Information Regulations (PECR) give organisations the right to object to direct marketing; the ICO says that “Businesses and business contacts can object to your direct marketing.” If you are planning to send direct marketing to Ayrshire College then Ayrshire College wishes to object to receiving direct marketing from you and/or your organisation. If you are interested in doing business with Ayrshire College you may find this information helpful: [Procurement \(ayrshire.ac.uk\)](http://Procurement(ayrshire.ac.uk))

Your rights

If you are unhappy with our response to your FOI request, the FOI Act gives you the right to complain. If you wish to complain, the issues you raise will initially be considered by staff not involved in the handling of your original request through an internal review. You will receive a substantive response as soon as possible. We aim to complete internal reviews within 20 working days of receipt.

Complaints or requests for internal review should be submitted no more than 60 working days after we sent a substantive reply to your original request.

Requests for internal reviews should be addressed to:

Allyson Sharp
Information and Customer Relations Officer
Ayrshire College
Kilmarnock Campus
18-21 Hill Street
Kilmarnock
KA1 3HY

Email: allyson.sharp@ayrshire.ac.uk

If you are dissatisfied with the College's response to your internal review, you will have a further right of appeal to the Scottish Information Commissioner. You can contact the Information Commissioner by writing to:

Office of the Scottish Information Commissioner
Kinburn Castle
Doubledykes Road
St Andrews
KY16 9DS
01334 464613
01334 464611

Email: enquiries@itspublicknowledge.info

Yours sincerely



Alan Ritchie
Vice Finance and Infrastructure